



CITY OF AKRON, OHIO

POLICE DIVISION

MICHAEL T. MATULAVICH, CHIEF OF POLICE

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SUBJECT Physical Fitness Policy	ISSUING AUTHORITY Chief Michael T. Matulavich		

INTRODUCTION

The Akron Police Department recognizes the physical and potential hazardous nature of law enforcement operations. Further, it assumes responsibility for deploying a police department that is not only competent and skilled, but also possesses the physical capacity to perform critical and arduous job-related law enforcement tasks with efficiency and minimal risk when necessary. The primary purpose of the department physical fitness policy is to promote a high state of physical fitness among department officers and put in place a system for insuring that every officer maintains the physical ability to do their job as safely and effectively as possible. The citizens we serve and our fellow officers expect and deserve no less.

PURPOSE

The purpose of this policy is to describe physical fitness training and health risk appraisal policy and responsibilities, outline procedures for fitness assessments and health risk appraisal, establish physical performance standards, and describe the process and procedures for officers unable to meet the validated fitness standards.

OBJECTIVES

1. Improve performance on the job.
2. Increase employee morale and self-confidence.
3. Increase personal health awareness to encourage commitment to a healthy lifestyle.
4. Increase ability to deal with psychological stress.
5. Decrease frequency and severity of disability, health insurance, and Worker's Compensation claims.

POLICY

I. PHYSICAL FITNESS STANDARDS

- A. Officers hired prior to 1984 - Officers hired prior to 1984 are required to maintain a level of fitness pursuant to Rules and Regulations 700.09 which states in part:

Physical Fitness: All officers/employees of the Police Division shall maintain good physical condition so that they will be able to carry out the strenuous physical contacts often required of law enforcement officers.

- a. *It shall be the responsibility of each commanding officer to observe and note any signs of physical unfitness in the police officers under his command.*
 1. *The following are all examples of possible signs that should be watched for: obesity, extreme weight loss, personality changes, excessive use of sick time, excessive use of alcoholic beverages, extreme reduction in work output, etc.*
- b. *The following steps shall be taken by the commanding officer who notes signs of physical unfitness in any member of his command:*
 1. *As soon as is practical, he shall discuss the situation privately with the police officer to determine the cause or causes of the problem.*
 2. *If it appears that the police officer has a problem that requires professional attention, the officer should be advised to seek such help immediately.*
 3. *If the problem does not appear to require professional attention, the police officer should be advised to take immediate steps to correct it.*
 4. *The commanding officer shall notify his subdivision commander in writing of his observations and actions in each case.*
 5. *The commanding officer shall follow up each case to determine if the police officer is taking the required steps to correct the problem.*
 6. *In the event that the police officer fails to comply with his suggestions, the commanding officer shall, after a reasonable length of time, serve the officer with a written warning to take immediate action, and he shall forward a copy of the written warning to his subdivision commander.*
- c. *A police officer who has been verbally warned by his commanding officer about his physical condition shall take the following steps:*
 1. *If he feels that his problem is one that requires professional help, he shall immediately seek such help and shall notify his commanding officer in writing of his actions.*
 2. *If it is determined that the officer's problem does not require professional treatment, then the officer shall take immediate steps to correct his condition.*

- d. An officer who has received a written warning about his physical condition from his commanding officer and fails to take immediate corrective action within a reasonable length of time shall be considered unfit for duty and shall be the subject of charges.*
- e. (Section "e" not applicable to officers hired prior to 1984)*
- f. A violation of Section 700.09 (d) or (e) is a major offense of the third degree.*

The Fitness Coordinators are available to all officers to assist in developing a fitness program individually tailored to that particular officer's needs. Officers may be required to seek assistance from a Fitness Coordinator if such officer is deemed in violation of Rule and Regulation 700.09. Officers hired prior to 1984 are also encouraged to fully participate in the physical assessments as well as completing the Criterion Task Test.

- B. Officers hired between 9-10-84 to and including 12-26-94** - Officers hired between 9-10-84 to and including 12-26-94 are subject to Rules and Regulation 700.09 and must comply with the Health Maintenance Requirements Agreement. Officers hired under the Health Maintenance Requirements Agreement who fall under mandatory intervention must do one of the following within 18 months from the effective date of this procedure:
 - 1. Maintain a level of fitness whereby the officer falls within the guidelines as specified in the Health Maintenance Requirements Agreement **or**;
 - 2. Complete the Criterion Task Test (CTT) within the time limits specified by ARA Human Factors Incorporated.

Any officer who fails to fall within the guidelines of the Health Maintenance Requirements Agreement or complete the Criterion Task Test within the 18 month period will be in failure status and will be suspended without pay for a period of 5 working days. In lieu of a 5 working day suspension, officers may elect to forfeit 40 hours of accumulated time and will relinquish all rights of appeal. Officers in failure status will be required to undergo a physical assessment (each component) and counseling within 30 days by a Fitness Coordinator and be required to participate in a physical fitness program under the direction of a Fitness Coordinator.

Six months after being declared in failure status, the officer will be required to either fall within the guidelines of the Health Maintenance Requirements Agreement or complete the Criterion Task Test. An officer who fails to do either during this 6 month period will be suspended for 10 working days. The officer will also be required to continue a physical fitness program.

The officer will be given another 6 months to either abide by the Health Maintenance Requirements Agreement or complete a Criterion Task Test. An officer who fails to do either after a second 6 month period will be suspended without pay indefinitely. An officer who is suspended without pay indefinitely will be returned to full duty status once he/she has successfully completed the CTT or falls within the guidelines of the Health Maintenance Requirements Agreement.

After the 18 month implementation period, any officer who was previously in compliance with the Health Maintenance Requirements Agreement and who falls into mandatory intervention will be given 6 months to either abide by the Health Maintenance Requirements Agreement or complete the CTT in the time specified. Officers who fail to abide by the Health Maintenance Requirements Agreement or complete the Criterion Task Test will be subject to the same discipline as applies above.

- C. Officers hired on or after 8-28-95 - Officers hired on or after 8-28-95 are subject to Rules and Regulations 700.09 and are required to successfully complete a Criterion Task Test within the time limits specified by ARA Human Factors Incorporated on an annual basis.

II. PROCEDURE FOR TESTING

- A. Any officer who is required to participate in the Criterion Task Test as outlined in this procedure will be tested at least once a year according to a schedule developed by the Training Bureau. Additionally, general physical fitness assessments (each component) will be conducted prior to the administration of the Criterion Task Test. Each officer is provided a FITSCAN printout detailing their health risk appraisal status as well as their individual physical assessment results. Fitness Coordinators will be available to provide officer-specific programs for improvement, i.e., aerobic capacity, muscular strength, muscular endurance, flexibility and body composition.

Officers who are required to participate in the Criterion Task Test who fail to meet department standards will be required to receive counseling by a Fitness Coordinator and participate in a supervised remedial program. Such participation will be mandatory until the officer meets the department standard.

- B. Failure to meet the department physical performance standard.

1. Officers who are required to complete the Criterion Task Test as outlined in Section I-C who fail to meet the minimum physical performance standard within the time limits specified by ARA Human Factors Incorporated will be declared in failure status. Officers in failure status will be required to undergo a physical fitness assessment (each component) and counseling within 30 days by a Fitness Coordinator and be required to participate in a physical fitness program under the direction of a Fitness Coordinator. Compliance with the mandatory fitness training program will be supervised by the officer's subdivision commander.

2. For officers who cannot achieve the minimum standard for the Criterion Task Test, approximately 6 months from the first failed CTT a make-up test will be scheduled by the Training Bureau. The 6 month period is intended to provide time for officers to improve their level of fitness in order to meet the minimum department standard. Officers who meet the department standard at the required make-up test will be reinstated to good standing. Officers who fail to meet the department performance standard at the second test will continue in a remedial program supervised by a Fitness Coordinator.

A third CTT will be scheduled 6 months from the date of the second failed CTT. Failure to meet the required performance standard on the third attempt will result in a 5 working day suspension. In lieu of a 5 working day suspension, officers may elect to forfeit 40 hours of accumulated time and will relinquish all rights of appeal. Officers will be scheduled for another CTT 6 months from the failed third attempt.

Officers who fail to complete the CTT on a fourth try will be suspended for ten working days. Six months from the failed fourth try, officers will be scheduled for a fifth CTT. Officers who fail to complete the CTT on the fifth try will be suspended without pay indefinitely. Officers suspended without pay indefinitely will be returned to full duty status once they successfully complete the CTT.

- C. This policy applies to all department officers, unless exempted for medical reasons. Medical exemptions will be granted based on recommendations from a City physician or a physician designated by the City.

By Order Of,



Michael T. Matulavich
Chief of Police

Date May 5, 2003